

# Canon VIXIA HF-M300 Quick Start Guide

## Overview

Please use this unit in the Dual Shot Mode which is the green icon on the Operating Mode Switch.

This mode will provide the greatest ease of use.



While the Dual Shot Mode will allow you to take still photographs as well as video, this camcorder should not be used for taking still photographs. If you wish to take digital still photos, our department has digital still cameras for loan that will yield much higher quality pictures.

## Important Operational Notes:

### Handling Precautions

1. Do not carry the camcorder by the LCD panel.
2. Do not leave the camcorder in places of high heat or humidity.
3. Do not use camcorder near strong magnetic fields such as TV's, or plasma screens.
4. Do not subject the camcorder to shock or vibration.
5. When mounting the camcorder to a tripod, remove the tripod plate from the tripod and attach it to the camera first then attach the camcorder and plate to the tripod.
6. Do not point or leave the camcorder pointed at bright light sources.
7. **DO NOT ATTEMPT TO CLEAN THE LCD SCREEN.**

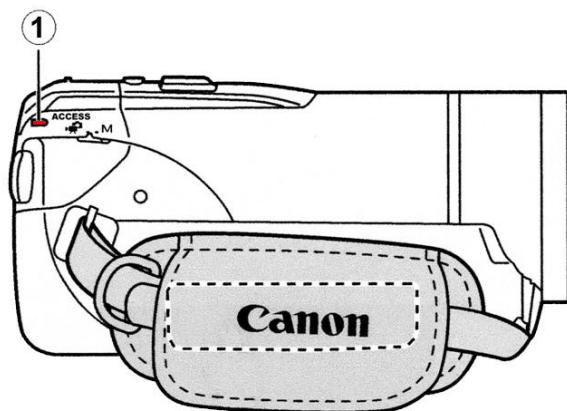
## SDHC Memory Cards Needed for Recording Video

1. Media Services does not supply the SDHC memory cards that you will need to record your video.
2. The cards must have a speed rating of at least **class 4 or 6**. These can be purchased at the university's bookstore or at most locations that sell consumer electronics or office supplies.
3. **Only purchase SDHC memory cards from the following manufacturers: SanDisk, Panasonic or Toshiba. Use of other manufacturer's memory cards may result in the loss of the recorded video.**
4. A 4GB SD or SDHC card will yield approximately 1 hour and 10 minutes of recording time. An 8 GB SD or SDHC card will yield approximately 2 hours and 20 minutes of recording time.
5. **CAUTION: DO NOT USE Eyei-Fi MEMORY CARDS.**

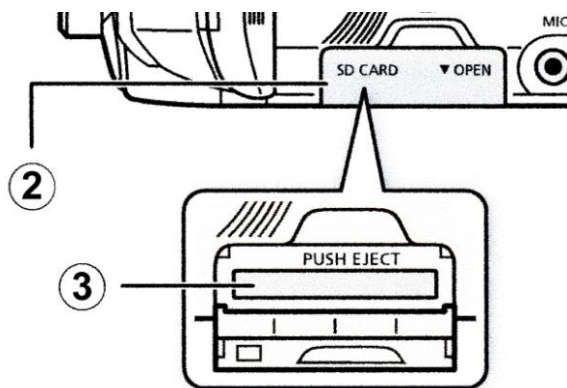
## Memory Card Issues

### IMPORTANT! WARNING!

OBSERVE THE FOLLOWING PRECAUTIONS WHILE THE ACCESS INDICATOR LIGHT ① IS ON OR FLASHING, OR WHEN THE POWER TO THE CAMERA IS TURNED ON. FAILING TO DO SO MAY RESULT IN DAMAGE TO THE MEMORY CARD AND THE CAMCORDER. THE ACCESS INDICATOR LIGHT IS LOCATED ON THE TOP RIGHT-HAND SIDE OF THE CAMCORDER ABOVE THE START/STOP BUTTON.



1. NEVER OPEN THE MEMORY CARD SLOT COVER ② OR ATTEMPT TO REMOVE THE MEMORY CARD ③ .

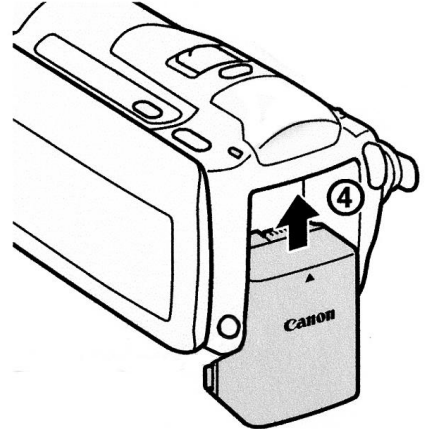


2. NEVER DISCONNECT THE POWER SOURCE OR TURN OFF THE CAMCORDER.
3. NEVER CHANGE THE CAMCORDER'S OPERATING MODE.

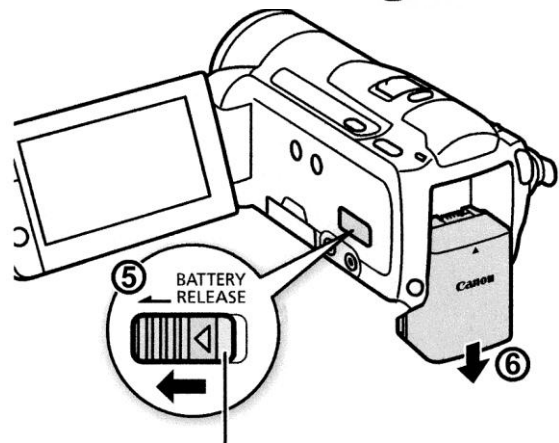
## Batteries and Using the AC Power/Charger

### Attaching and Removing the Battery

1. To attach the battery pack to the camcorder, press the battery pack softly into the battery compartment ④ and slide it up until it clicks into place.



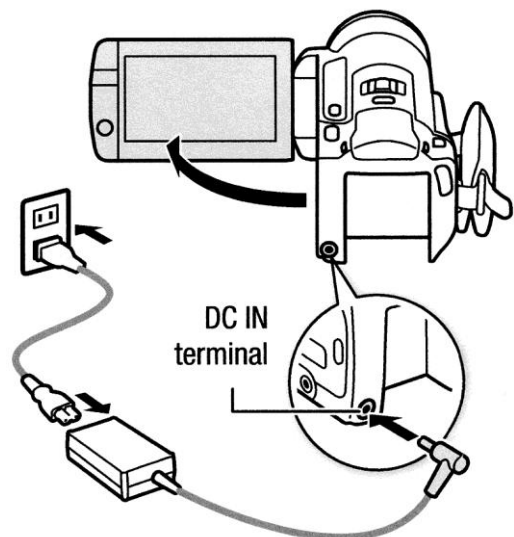
2. To remove the battery pack:
  - a. Hold onto the battery pack and slide the **Battery Release Switch** ⑤ in the direction of the arrow.
  - b. Slide the battery pack down and remove it from the battery compartment ⑥.



BATTERY RELEASE switch

### Using the AC Power Adapter to Operate the Camcorder and Charge the Battery

1. Make sure the camcorder power is **turned off** **before** connecting or disconnecting the AC power adapter.
2. If you are attempting to charge the camcorder battery while it is on the camera using the AC power supply, the battery will only be charged when the camcorder is **turned off**.
3. When fully charged, the supplied battery should provide approximately 130 minutes of recording time.



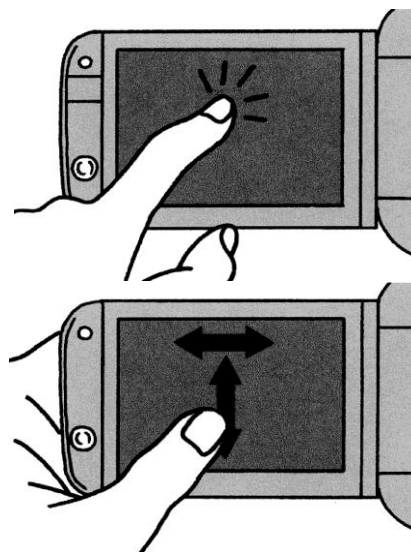
## Using the Touch Screen

### Touch

Touch a menu item or control button to select it.

### Drag

Swipe your finger up and down or left and right across the screen to scroll menus, to browse through index screen pages or to adjust slide controls.

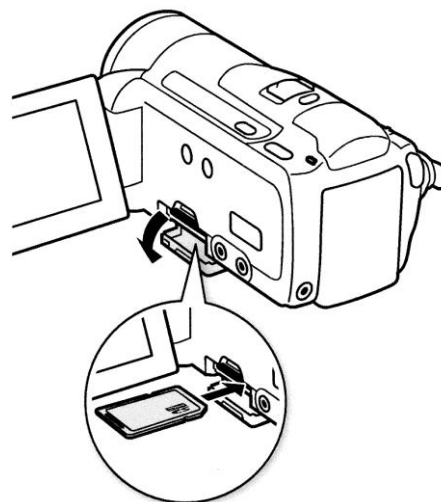


## Basic Recording

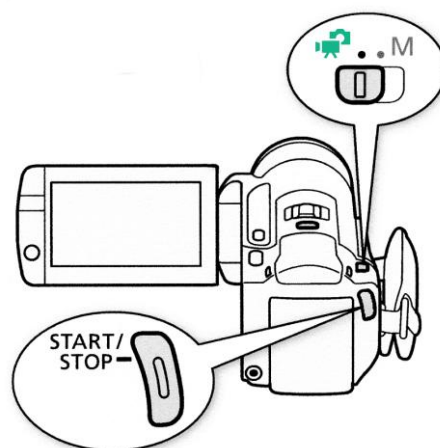
### Overview

**CAUTION:** Please do not alter any of the menu settings on the camcorder or this may result in your not getting your video to record properly.


1. With the power on the camcorder **turned off**, insert the memory card into the memory card slot. **Always insert the memory card straight into the slot with the label facing up and the angled corner end facing in.**

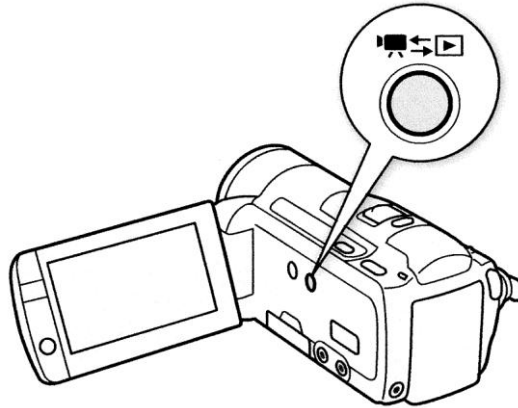


2. Select the **Dual Shot Mode** (the green icon) on the **Operating Mode Switch**.
3. Turn the camera on.
4. Push the **START/STOP** button when you want to begin and end recording.



## Basic Playback

1. To go into playback mode push the **CAMERA/PLAY**  button.



2. Using the **Touch Screen**, open the “**Original**” index screen if it is not displayed.

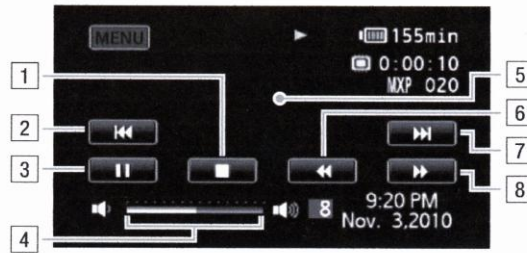


- 1 Memory being read
- 2 Index screen currently displayed
- 3 Drag your finger left for the next index page\*
- 4 Drag your finger right for the previous index page\*

\* While browsing through index pages, a scroll bar will appear at the bottom of the screen for a few seconds. When you have a large number of scenes it may be more convenient to drag your finger along the scroll bar.

3. Look for the scene you want to play back. Move the zoom lever toward **W** to show 15 scenes per page or toward **T** to show 6 scenes per page.
4. Touch the desired scene to play it back.

5. Touch the screen again during playback to display the **Playback Controls**.



- 1 Stop the playback.
- 2 Jump to the beginning of the scene. Double-tap to jump to the previous scene.
- 3 Pause the playback.
- 4 Drag your finger left and right along the volume bar to adjust the volume.
- 5 Touch anywhere else to hide the playback controls.
- 6 Fast playback backward\*.
- 7 Jump to the next scene.
- 8 Fast playback forward\*.

\* Touch several times to increase the playback speed to approximately 5x → 15x → 60x the normal speed. During fast playback, touch anywhere on the screen to return to normal playback.

6. To return to video recording mode hit the **CAMERA/PLAY** button again.

## Advance Playback

1. During paused playback consult the chart below.



- 1 Resume playback.
- 2 Slow playback backward\*.
- 3 Slow playback forward\*.

\* Touch several times to increase the playback speed 1/8 → 1/4 the normal speed. During slow playback, touch anywhere on the screen to return to playback pause.




# Deleting Media From the SDHC Memory Card









## Overview

We do not recommend that you delete any video files from the memory card. We believe that is better to save all the files as method of having archived or backup media.

Should you decide that you need to delete the video files from the memory card follow the instructions below.

1. With the memory card installed in the camera, turn on the camera.
2. Go into playback mode by pushing the **CAMERA/PLAY**  button.
3. Using the **Touch Screen**, open the “**Original**” index screen if it is not displayed.



4. Play the file to be sure it is the one you want to delete.
5. Touch the screen again to display the **Playback Controls**.
6. To stop playback and return to the video files hit the **STOP** button .
7. Touch the  icon on the lower right-hand side of the LCD screen to enter the **Scene Selection Screen**.
8. Touch on the individual scene(s) you want to delete.
  - a. A checkmark  will appear on the scene(s) you select. Touch a scene again to remove a checkmark.
  - b. Touch the **[Select All]** button on the top center section of the LCD screen if you want to delete all the video files at once
9. Hit the **Edit** button on the lower left section of the LCD screen.
10. Push the **Delete** button.
11. Select the **Yes** button.  **[Edit]**  **[Delete]**  **[Yes]\***  **[OK]**
12. Select the **OK** button
13. To return to video recording mode hit the **CAMERA/PLAY**  button again.

**WARNING: PLEASE BE EXTREMELY CAREFUL WHEN DELETING VIDEO FILES AS ONCE A FILE IS DELETED, IT CANNOT BE RECOVERED.**